



# Rural Community Transportation, Inc.



1 161 Portland Street, Saint Johnsbury, Vt. 05819

Tel: (802) 748-8170 Fax: (802) 748-5275

[www.rideRCT.org](http://www.rideRCT.org)

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## "The Ruby in the Kingdom"

It is the vision of RCT to establish a solid foundation for regional development of a safe efficient public transportation system.

### RCT Board of Directors Meeting

August 11, 2014

Stone Grille, Morrisville, VT

11:00 am

Present: Harold Bailey, Robert Wilkins, Bonnie Waninger, Glenn Harter, Melinda Lamoreux, Gail Aloisio, Judy Nommik

Staff: Mary Grant, David Towle, Sandy Thorpe, Tasha Green

Guest: Richard Dabiri

11:10 AM Melinda called to order

1. Approval of July 14, 2014 minutes\*: Harold move to accept, Second by Bonnie, and the motion passed. There was discussion of how long Audit contract should be but it was decided that no decision needed to be made at this point. The decision will be made upon hire; possibilities include 3 with 2 year extension for total of 5, 5 years straight, 3 years straight, and 2 years straight. The audits will go out to bid in FY 15.
2. Financial and Performance Reports:
  - A. Approval of June 2014 Financials, subject to audit\*, the Board discussed Budget to Actual; Reach Up (contract has been signed, will pay back (FY 14) and pay forward); E & D grant fine; the fixed routes were under, RCT will be sending some money back to state; Mary pointed out that under Capital, RCT just got 2 buses in, 2 more still to come; RTAP is over a little but VTRANS has already approved the additional; the assessed value of the donated vehicle is going to be adjusted. Program center rates were discussed as to why van rate for June is so high. Overall the yearly average is good, but month

### It is the Mission of RCT to:

1. Encourage the use, development and support of safe public transportation .
2. Provide Coordinated, consolidated, non-duplicative transportation services.
3. To promote the planning and development of public transportation .



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to month it may be high due to number of trips, number of hours, weeks in payroll, or other general expenses related to RCT. The Profit- Loss statement was also reviewed; no additional questions, Glenn motion to accept June 2014 Financials subject to audit, Judy second, and the motion passed.

#### 3. Contracts and Grants:

All grants good. Melinda asked if any new routes are expected this year. Mary explained that no CMAQ is expected this year. InterCity bid request will come out this fall, and RCT will bid, but the routes will probably will go to Premier or Greyhound as they did last year.

#### 4. Old Business:

- A. Board members Web Page update: Sandy Thorpe updated info on new website.
- B. Board By- Laws: No update on representation, it will be tabled for next meeting
- C. Annual Meeting and Driver recognition dinner :Due to the vast distances our Volunteer Drivers travel, Mary Grant requested to change the Volunteer Recognition dinner and annual meeting to Lyndonville, on October 8. Glenn Harter motioned to have the meeting in Lyndonville on October 8, 2014, with a second by Harold Bailey, and the motion pass. Board of Directors will hold their regular meeting 1hour before the dinner.

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5. **New Business:** Customer service by training by Mike Noel will be held on September 9. All RCT offices will be closed for that day. This is a mandatory training for all staff and management. RCT will open the training to other brokers statewide. After the training some admin staff will be leaving for the Tri-state conference and training in Portland Maine. Mary Grant, David Towle, Tasha Green and Sandy Thorpe will be attending certifications for Drug and Alcohol Designated Employer Representative and reasonable suspicion training this Thursday.
6. **Next Meeting\*:** The next meeting will be in Newport on September 8, 2014. Sandy Thorpe will check on County club, Gateway, or Cow palace as possible places.
7. **Motion to Adjourn\*:** A motion to adjourn was made by Harold Bailey, second by Judy Nommik and the motion Passed. Meeting adjourned at 12:08 PM.

*Taken by Sandy Thorpe*

*9/8/14*

*Rose Wilkins*

*Sept 8, 2014*

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